

**Dear Parents and Students,**

Thank you for reviewing this 2017-18 Activity Handbook.


At the start of each season, each coach will meet with parents and athletes to discuss the Le Sueur-Henderson Activities Handbook. This Handbook includes participation conditions, try-out procedures, problem/conflict resolution, Board policy, sportsmanship, scholastic eligibility, MSHSL eligibility, fees, behavior expectations, transportation, coaching expectations and much more. You will be notified when these meetings will be held. **All parents and students/athletes are REQUIRED to attend.** If you have any questions, please contact me at 507-665-5804. We look forward to seeing you.

For up-to-the-minute changes, please visit our website at [www.isd2397.org](http://www.isd2397.org) (link: Schools – LSH High School/MS – Co-Curriculars: Activities Calendar). There is also a nice feature to use in Activities Calendar: By clicking on the blue “Notify Me!” icon near the upper right hand corner, you can receive instant emails when changes are made. Another website you may want to visit is the Minnesota State High School League: [www.mshsl.org](http://www.mshsl.org).

Sincerely,

*David G. Swanberg*

David G. Swanberg  
Activities Director

 <b>STRATEGIC ROADMAP</b> <b>Le Sueur-Henderson School District</b> Approved November 7, 2016	
<p><b>Mission</b> <span style="float: right;"><i>(Our core purpose)</i></span></p> <p style="text-align: center;">Unified focus on learning that inspires individual student achievement.</p>	<p><b>Core Values</b> <span style="float: right;"><i>(Drivers of our words and actions)</i></span></p> <p><b>Trustworthiness</b> Being honest and following through with our commitments</p> <p><b>Respect</b> Being considerate of the feelings of others</p> <p><b>Responsibility</b> Being accountable for our choices and to do our best</p> <p><b>Caring</b> Treating each person as a valued individual</p> <p><b>Fairness</b> Being open-minded; listening to others</p> <p><b>Citizenship</b> Doing our share to continuously improve our school and community</p>
<p><b>Vision</b> <span style="float: right;"><i>(What we intend to create)</i></span></p> <p style="text-align: center;">Our vision is to provide high quality curriculum, instruction and professional development that inspires a culture of excellence, integrity and collaboration.</p>	<p><b>Strategic Directions</b></p> <ul style="list-style-type: none"> <li>A. Raising Achievement for Each Student and Closing Gaps for Each Student</li> <li>B. Developing Structure, Systems and Practice for Excellence in Leadership, Teaching and Learning</li> <li>C. Aligning a Viable and Guaranteed Curriculum and Delivery</li> <li>D. Restructuring Resources of Time, Money, People and Facilities</li> <li>E. Enhance Student, Staff, Parent and Community Connections, Satisfaction and Engagement</li> </ul>

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## Helpful Websites. Addresses & Phone Numbers

Le Sueur-Henderson Public Schools Website [www.isd2397.org](http://www.isd2397.org)  
LSH GIANTS Activities Facebook [www.facebook.com/lsh.giants](http://www.facebook.com/lsh.giants)  
Minnesota State High School League Website [www.mshsl.org](http://www.mshsl.org)

Activities Director	Dave Swanberg (W) 507-665-5804
Activities Secretary	Joanne Graff (W) 507-665-5805
Athletic Trainer	Jenna Berg (C) 952-288-3187
Middle/High School Principal	Nicole Adams (W) 507-665-5803
Superintendent	Brian Gersich (W) 507-665-4600

Le Sueur-Henderson Middle/High School 507-665-5800 Fax: 507-665-6012  
Minnesota State High School League 763-560-2262

Le Sueur-Henderson MS/HS	Minnesota State High School League
901 East Ferry Street	2100 Freeway Boulevard
LeSueur, MN. 56058	Brooklyn Center, MN. 55430

## **2017-2018 CO-CURRICULAR COACHES AND ADVISORS**

Football	Head Coach Mike May
Boys Basketball	Head Coach Don Marcussen
Boys/Girls Cross Country	Head Coach Jeff Christ
Girls Basketball	Head Coach Connor Theis
Volleyball	Head Coach Becky Straub
Girls Swimming/Diving	Head Coach Kristen Munden
Dance	Head Coach Emberlie Tellijohn
Wrestling	Head Coach Mike May
Girls Tennis	Head Coach Linda Seaver
Boys Hockey	Head Coach Shea Roehrkasse
Girls Hockey	Head Coach Tom Blaido
Baseball	Head Coach Rick Bruns
Softball	Head Coach Anne Lewis
Boys/Girls Golf	Head Coach Cathy Schluter
Boys /GirlsTrack	Head Coach Jeff Christ
Intramural Directors	Rick Bruns, Eric Lewis, Cathy Schluter
Fall Play	Jackie Fahey
One Act Play Director	TBD
Speech Director	Ryan Wendlandt
National Honor Society Advisor	Sue Hynes
Visual Arts Director	Shannon Froehlich
Knowledge Bowl Advisors	H.S. Brad Propp; M.S. Teri Burdorf
LifeSmarts Advisor	Cathy Schluter
H.S. Student Council Advisors	Courtney Shoemaker
M.S. Leadership Club Advisors	Sherri Fritz, Karla Undeberg
Jr. Class Prom Advisors	Shannon Froehlich, Sue Hynes
Yearbook Advisor	LaRae Ludwig
Robotics	TBD

## **GENERAL STATEMENT OF POLICY**

It is the policy of the Le Sueur-Henderson School District to actively seek out and encourage each student to participate as fully as practical in the district's co-curricular activities program.

The Le Sueur-Henderson Public School shall abide by the rules and/or regulations of the Minnesota State High School League, Section 2A, and ISD 2397. The co-curricular program objectives are as follows:

1. To provide co-curricular activities sufficient in number, depth and scope on both an athletic and cultural level, to allow an opportunity for each and every student to participate in at least one activity during the current school year.
2. To provide students with the opportunity to develop non-academic skills, promote emotional balance, improve social behavior, and to have "fun".
3. To learn the rules and significance of various games and activities and become better spectators, viewers and people.
4. To relate the co-curricular activities to the curricular program in a joint effort to promote character, knowledge, understanding and appreciation of self and one another.

## **MISSION STATEMENT FOR GIANTS ACTIVITIES:**

Le Sueur-Henderson Middle/High School, in partnership with its students, coaches and families will encourage and support participation in all of the co-curricular activities offered at LSH.

We will instill “**GIANT PRIDE**” throughout the school district and the communities in which we live in. “**GIANT PRIDE**” is based on the six pillars of character; ***Trustworthiness, Respect, Responsibility, Fairness, Citizenship, Caring.***

## **MINNESOTA STATE HIGH SCHOOL LEAGUE MISSION STATEMENT**

The MSHSL provides educational opportunities for students through interscholastic athletics and fine arts programs, and provides leadership and support for member school.

### **MSHSL League Values:**

- Equity, fairness and justice.
- Activities that support the academic mission of member schools.
- Fair play and honorable competition.
- Activities which support "chemical free" and healthy lifestyles.
- Treating all people with dignity and respect.

## STATEMENT OF NON-DISCRIMINATION

The Le Sueur-Henderson School District does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, creed, religion, receipt of public assistance, marital status or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Section 504 Coordinator:  
Nicole Adams  
901 E. Ferry Street  
Le Sueur, MN 56058  
665-5803

Title IX Coordinator:  
Dave Swanberg  
901 E. Ferry Street  
Le Sueur, MN 56058  
665-5804

Alternate 504 Coordinator:  
Stacy Carpenter  
901 E. Ferry Street  
Le Sueur, MN 56058  
665-5807

Alternate Title IX Coordinator:  
Brian Gersich  
115 N. 5<sup>th</sup> Street, Suite 200  
Le Sueur, MN 56058  
665-4600

For further information on notice of non-discrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves this area, or call 1-800-421-3481

### **Athletic Activities Offered at Le Sueur-Henderson Middle/High School:**

**Fall Season:** Football, Tennis, Volleyball, Cross Country, Swimming/Diving

**Winter Season:** Basketball, Hockey, Dance, Wrestling, Adaptive Floor Hockey

**Spring Season:** Baseball, Softball, Track & Field, Golf, Adaptive Bowling

### **OTHER ACTIVITIES OFFERED**

Band - Grades 6-12.

See Rachel Pletke

Choir - Grades 6-12.

See Lindsay Jacobson

Equestrian Club- Grades 7-12.

See Coach Elke Byro

Bowling - Grades 6-12.

Trap Shooting - Grades 7-12.

Must have completed gun safety class.

Fall Play - Grades 9-12.

Every other year will be musical.

One-Act Play- Grades 7-12.

MSHSL competition play.

Visual Arts - Grades 9-12. MSHSL Competition in April. Involves six different categories of Artwork. See Shannon Froehlich.

Intramural Basketball- Grades 9-12 from December to February.

Boys: See Eric Lewis or Rick Bruns.

Girls: See Cathy Schluter.

Spring Play- Grades 6-8. Performance is in March.

Speech- Grades 7-12. Season is from January until April.

LifeSmarts- Grades 10-12.

See Ryan Wendlandt

See Cathy Schluter

Math League -Grades 6-8.

See Polly Stenzel

Target- Chemical free leadership group for Grades 9-12.

See Sue Hynes.

Knowledge Bowl (MS & HS.)- Grades 6-9 in the Fall.

See Teri Burdorf.

Grades 9-12 in the Winter.

See Brad Propp

Yearbook- Grades 6-12.

See LaRae Ludwig

Robotics - Offered to grades 9-12.

HS Student Council -

See Courtney Shoemaker

MS Leadership Club -

See Karla Undeberg or Sherri Fritz

National Honor Society - Grades 11-12.

See Sue Hynes.

Jr. Class Prom Advisors -

See Sue Hynes or Shannon Froehlich.

Graduation Committee - Grade 12

See Irene Doerr

## TEAM PARTICIPATION CONDITIONS

**7th and 8th grade athletics:** The primary focus of this program is to allow each student athlete optimal participation regardless of his/her skill level. The following guidelines will apply to help assure that the program is for the benefit of the student athletes: ***(There is no guarantee that playing time will be equal.)***

- All student athletes who meet the attendance standard will be given practice time and game time.
- No team shall cut any student athlete desiring to participate (unless the student participant does not meet attendance and conduct requirements).
- All team participants will have a uniform or will be dressed alike for competition.

Each middle school coach shall adhere to the guideline of assuring participation in both practice and competition. This is not always easy for coaches. The desire to win will not come before the requirement to include every student athlete in the practice/competition. Certain games or contest alternatives may be needed and may be implemented by the coaches to assure optimal participation.

Each coach must plan and organize his/her practices to make sure that all students will participate. Practices must be planned and organized to accommodate a wide spectrum of skill levels.

Facilities will be used to their greatest advantage. Cooperation will occur between boys' and girls' coaches as well as between other groups and organizations to make the most effective use of available facilities.

Coaches will remember that these guidelines and procedures are the result of coaches focusing on the "total development" of each participant. Each student who participates has many human needs: physical, emotional, and social. The coach must coach the student athlete as well as the sport. Each coach will consider the following student/athlete characteristics in working with these students: (ISD 2397 believes that.)

- A. Students have a need to belong to a group.
- B. Students have a need to be accepted by their peers.
- C. Students have the need to explore a variety of experiences.
- D. Students need a chance to channel their energies in physical activity.
- E. Students need opportunities to express their feelings.
- F. Students need a place and/or situations to be with friends in social settings.
- G. Students require a means of achieving self-satisfaction. (Feeling successful)
- H. Students need a time in every day for fun and enjoyment.
- I. Students need a means of receiving approval from their parents, teachers, and adults they come in contact with.

The School Board expects every coach to work with all athletes who are interested and have a need to belong and not to work only with gifted, highly skilled student athletes. Each student participant is an important individual whose experiences shape attitudes and actions for the future. Therefore, every coach will adhere to these guidelines as established by the local School Board.

**9th grade teams:** 9th grade teams are considered teams in transition. Participation in practice and in competition will continue to be a strong emphasis and no squad members will be cut on the basis of ability. Coaches will make every effort to give significant playing time to all players throughout the overall season. Teams, however, will strive to be competitive.

**Varsity and "B" teams:** Participation will be based upon the most skilled athletes who will maximize the possibilities for individual and team success. (In some instances, it may be necessary to limit the size of the varsity and "B" squads to a manageable number).

**Selection Guidelines for Varsity and "B" Team Participation:**

Responsibility for Selection:

- Choosing the members of varsity and "B" teams shall be the sole responsibility of the coaching staff.
- Prior to try-outs, the coach shall provide the following information to all eligible candidates for the team(s):
  - Length of try-out period;
  - Written criteria used to select the team members;
  - Number of team members to be selected;
  - Practice commitment for team members who make the team; and
  - Game commitments.

**Procedures Used for Team Selections:**

- When a squad selection number is limited, the process will include three important elements: (each candidate will)
  - have an opportunity to participate in a minimum of five (5) practices;
  - have performed in at least one intrasquad/scrimmage game/session; and
  - be personally informed of the reason(s) why the candidate was not chosen.
- **No posting of candidates.** The coach will meet one-on-one with all candidates who have

tried out for the team. Everyone will be notified individually by the coach as to his or her selection status.

- Coaches will discuss alternative possibilities for participation in the sport or other areas the student athlete might participate in the activities program.
- If a coach foresees difficulties as a result of squad selections, s/he will discuss the situation with the activities director.

### **PROBLEM / CONFLICT RESOLUTION**

As coaches/directors/advisors, we are professionals and are expected to conduct ourselves in a professional manner. We cannot promise that all concerns can be resolved to individual or family preferences, but we can promise that we will listen to your concerns and respond to the best of our ability.

In order for our programs to be successful, we must all work together (parent, coach and participant). We strive to do what is best for each individual student-athlete. As teachers and coaches we care a great deal about your son/daughter and want to contribute to his/her individual development in a positive way.

To allow for an appropriate exchange of opinions when the need arises, a procedure has been developed to create an open line of communication between the school, parent/guardian, student athlete and coach. The following procedure will allow for an exchange of opinion in a professional manner.

Most conflicts are better resolved with an appropriate cooling down period. No conflict between a parent, student, official or coach/advisor should be addressed during or immediately after an activity. The activity site, practice field, lobby or locker room is not appropriate places to handle conflict. If you have a concern, please call or arrange a meeting the following workday after the incident/practice/game. Many of our coaches teach in the district. Most coaches have voicemail in the building where they teach. Leave a message and the coach will return your call. If you wish, a phone call or email to the coach/director may be the most appropriate way to initiate a dialogue. If your concern has not been addressed to your satisfaction, then refer to the flow chart below.

### **Chain of Communication**

Every organization has and needs an orderly process to use when problems/issues arise. The Chain of Communication at Le Sueur-Henderson High School is as follows:

- Step One:** Player makes a direct contact with the Coach/Director
- Step Two:** Parent makes a direct contact with the Coach/Director
- Step Three:** Parents make a direct contact with the Activities Director
- Step Four:** Parents make a direct contact with the High School Principal
- Step Five:** Parents make a direct contact with the Superintendent
- Step Six:** Superintendent contacts the School Board

Parents/athletes are strongly encouraged to follow this chain of communication whenever an issue



arises concerning a coach or director. If a concern is not resolved to your satisfaction at one level, you are encouraged to go to the next level in the chain of communication. However, all concerns should begin with the student and coach/director, and then advance up the chain of communication.

### **PARENTS RESPONSIBILITIES**

Parents are expected to encourage their sons/daughters to perform to the best of their abilities both athletically and academically. They should be a source of support for the student athlete and the program in which they are participating.

We would like all of our parents to be role models for our student athletes and set a good example for all of our students at Le Sueur-Henderson Middle/High School. As such, they will exemplify good attitudes by treating all players, coaches, fans, officials and other parents with respect and dignity. Parents must insist that athletes abide by rules established by the coach, the school district, Section 2A, and the Minnesota State High School League.

Parents should be positive in support of their own team and recognize the achievements of the opposing team. Vulgar, racial, derogatory or disparaging remarks are never appropriate. Parents should allow their athletes to enjoy the benefits of competition, remembering that not everyone can be the star, be on the first team, or have equal playing time.

Any acts of misconduct may result in disciplinary action whether or not this misconduct is directly involved with a school event or activity. The Minnesota State High School League's Code of Responsibility allows school authorities to discipline spectators for violation of MSHSL, Region 2A, and/or local school rules. Disciplinary action may include removal from a contest and/or permanent removal from MSHSL and/or Le Sueur-Henderson sponsored events.

### **TEN TIPS FOR PARENTS OF STUDENT/ATHLETES**

- 1) **TEACH RESPECT FOR AUTHORITY.** There will be times when you disagree with a coach or an official, but always remember they are trying to do their best.
- 2) **BE SUPPORTIVE OF THE COACH.** When talking with your child about any coach, be supportive and positive about the decisions the coach is making. If there is a problem, speak directly to the coach about it.
- 3) **GET TO KNOW THE COACH.** Coaches can have a powerful influence on your child, take the time to attend all pre-season meetings and get to know the coach's expectations, philosophy, and guidelines for the season.
- 4) **LET THE COACH DO THE COACHING.** It is confusing for an athlete when they are hearing a different message from their parents.
- 5) **SHOW UNCONDITIONAL LOVE.** Let your child know that you love him/her whether you win or lose, whether they played in the game or not, and whether they played well or not.
- 6) **LISTEN TO YOUR CHILD.** Always take the time to listen and support your child, but remember to stay rational until you have investigated the situation for yourself. Keep winning and losing in proper perspective!
- 7) **BE A POSITIVE ROLE MODEL.** Take a good honest look at your actions and reactions in an athletic setting.
- 8) **INSIST ON GOOD GRADES.** Check on your child's grades frequently.

- 9) **INSIST ON FOLLOWING THE RULES.** Help lead your child to follow all MSHSL, Section, LSH, and team rules. It is your duty to hold them accountable and report any violations to the head coach.
- 10) **NO EXCUSES.** Do not offer excuses if your child is not participating as much as you would like or if they are not at the level you would like.

### **SPORTSMANSHIP**

School District 2397 students will demonstrate good sportsmanship at all activities. Student participants in co-curricular activities represent the school in a very public manner, and thus student conduct is under close scrutiny. Because of their visibility and status as a role model for other students, it is extremely important that all of our students demonstrate proper conduct and abide by school rules, Minnesota State High School League rules, local and state laws.

Student athletes, coaches, and fans representing Le Sueur-Henderson High School are expected to conduct themselves in a manner that would not cause the school, parents, or community any embarrassment. This applies whenever the student or coach is part of any activity, either athletic or non-athletic; before or after a contest/performance or practice, in transit to and from activities, or at any function associated with the activity.

Any acts of misconduct may result in disciplinary action whether or not this misconduct is directly involved with a school event or activity. The Minnesota State High School League's Code of Responsibility allows school authorities to discipline students for violation of League, State, Federal, and/or school rules.

*In addition, coaches/advisors may establish their own additional specific rules. These rules should be presented to players and parents at the beginning of the season and are subject to the approval of the Activities Director.*

### **SPECTATOR EXPECTATIONS at CO-CURRICULAR EVENTS**

- It is recommended that elementary age students be accompanied by an adult at all activities and performances for their safety and the safety of others.
- We welcome enthusiastic fans that come to watch the game/performance and encourage our team/performers. *Good sportsmanship is our goal!*
- Please arrive at an appropriate time prior to the beginning of an auditorium event. If this is not possible, please enter quietly at an appropriate time, such as a scene change or after the first musical selection.
- Running, throwing objects, or horseplay, such as grabbing hats or playing catch in crowded areas is both annoying and dangerous. Spectators that endanger themselves or others by their behavior will be removed from the event.
- Alcohol, tobacco and tobacco products are not allowed on any of the school grounds. (This includes outdoor venues like football, baseball, softball, and track)
- We expect spectators to address volunteers, supervisors and each other respectfully. *Offensive language has no place at Le Sueur-Henderson activities.*
- Signs are to be designed to promote local and positive enthusiastic support.
- **Use of noisemakers, horns, whistles, or other artificial attention-getter is not**

permitted at any MSHSL sponsored event.

### **FORMS NECESSARY FOR ATHLETIC PARTICIPATION**

1. A physical form, not more than three years old must be on file for all sports.
2. The Minnesota State High School League Eligibility Brochure must be read & the MSHSL Eligibility Statement must be signed by the student and the parent/guardian annually. (**Concussion management information added in fall of 2011.**)
3. On the reverse side of #2 above, the Minnesota State High School League Sports Health Questionnaire must be signed annually. The signature of the parent or guardian approving participation is required.
4. A Weight Certification form for those athletes participating in wrestling must be on file in the Activities Office before the first contest.
5. Before a student starts an activity they must have the proper forms and/or fees turned into the Activities Office. The student athlete must get the **Emergency Medical Information form** filled in and signed by the Activities Office before he/she can begin participation in any school activity.

### **FORMS NECESSARY FOR FINE ARTS PARTICIPATION**

The Minnesota State High School League Eligibility Brochure & Statement must be signed by the student AND the parent/guardian annually.

### **SPORTS PHYSICALS**

Le Sueur-Henderson Middle/High School, as a member of the Minnesota State High School League, requires students who participate in Middle/High School interscholastic athletic activities to complete a physical examination every three years. Only sports physicals as approved by the Minnesota State High School League are acceptable. This physical must be on file in the Activities Office before an athlete will be allowed to begin practice.

### **PARTICIPATION AFTER INJURY REPORT**

Any time a participant goes to a doctor/chiropractor regarding an injury and the doctor/chiropractor has removed the student athlete from practice/competition, they may NOT participate in either practices or games until they have a signed release from the appropriate medical personnel. This is to be turned in to the Activities Office where it will be kept on file and shared with the coach.

If the injured participant is treated by the trainer and is not seen by a doctor/chiropractor, a signed release is not needed. However, it is the coach's responsibility to be in touch with the parents and the trainer to know if and when the participant would be returning to competition and what care and treatment should be continued for the athlete.

### **DUAL PARTICIPATION**

A student/athlete may be allowed to participate in two co-curricular activities during the same season if the following conditions are met. An agreement about practice and game commitments are agreed upon by all of the following parties.

- 1) The Student/Athlete's Parents
- 2) The Student/Athlete

- 3) Both Head Coaches
- 4) LSH Activities Director
- 5) LSH H.S. Principal

The student/athlete would also be required to pay the participation fee for both activities.

### **ACADEMIC STANDARDS FOR PARTICIPATION**

Academic Achievement and co-curricular activity participation go hand in hand to promote the educational growth of each student. For this reason and to encourage achievement in both curricular and co-curricular areas, the following academic standards and eligibility guidelines have been established. In order to be eligible for all co-curricular events, students must have all school work current and up to a passing level.

Every two weeks the Activities Director will obtain a "deficiency list" that includes each student that is currently failing a class. Any student whose name appears on the list will forfeit his/her privilege to participate in co-curricular events until their grade is up to a passing level. The "deficiency list" will be reviewed every two weeks starting with the third week of each quarter/semester. ***In order to regain eligibility for co-curricular participation, ineligible students must bring a teacher-signed verification to the Activities Director or Activities Secretary stating that their schoolwork is at a passing level. This should be done as soon as possible. (Do not bring to the coach.)***

### **APPEALS PROCESS**

The Activities Director will notify students and parents when a student becomes ineligible. A student and/or parent may appeal an ineligibility decision by calling the Activities Director and requesting that a meeting be held with the Eligibility Committee. (Principal, Activities Director, teacher, School Board representative, and in some cases the School Psychologist.)

Ineligible students (if not suspended from school) may enjoy all opportunities of school and team membership, except wearing of the team uniform at games/contests and participation in any game, meet, contest, concert or festival.

whichever is greater. No exception is permitted. **MOOD-ALTERING CHEMICALS (Category I Policy)**  
**Definition of Category I Activities:** Those MSHSL sponsored activities in which a member school has a schedule of interscholastic contests, exclusive of MSHSL sponsored tournaments. (Athletics, Speech, One Act Play, Large Group and Solo/Ensemble Band & Choir.)

**A. Philosophy and Purpose:** The Minnesota State High School League recognizes the use of mood-altering chemicals as a significant health problem for adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The misuse and abuse of mood-altering chemicals by adolescents affect co-curricular participation and development of related skills.

**B. Bylaw: During the calendar year, regardless of the quantity, a student shall not: (1) consume a beverage containing alcohol; (2) use tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance.**

1. The bylaw applies to the 12-month calendar year.

2. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by his/her doctor.

**C. Penalty:**

**1. First Violation:** After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater. No exceptions will be permitted.

**2. Second Violation:** After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or three (3) weeks, whichever is greater. No exception is permitted for a student who becomes a participant in a treatment program.

**3. Third and Subsequent Violations:** After confirmation of the third or subsequent violations, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or four (4) weeks, whichever is greater. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on his/her own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. The director or a counselor of a chemical dependency treatment center must issue such certification.

**4. Accumulative Penalties:** Penalties shall be accumulative beginning with the student's first participation in a League activity and continuing through the student's high school career.

**5. Denial Disqualification:** A student shall be disqualified from all inter-scholastic athletics for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate and then is subsequently found guilty of the violation. Ineligible students (if not suspended from school) may enjoy all opportunities of school and team membership, except the wearing of the team uniform and participation in any game, meet, contest, concert or festival.

**The Right to Investigate:** School District 2397 has the right to investigate any situation that deals with any and all potential MSHSL rules violations.

**It is the parent's responsibility to inform the Athletic Director and/or coach if there has been a MSHSL violation.**

**Category II Activity Policy:**

Definition of Category II Activities: Activities that do not have a schedule of interscholastic contests. (Fall Musical, Spring Play, Knowledge Bowl, LifeSmarts, Band, and Choir Concerts)

**First Violation:** The student will lose eligibility for the next activity performance.

**Second Violation:** The student will lose eligibility for the next two (2) activity performances.

**Third Violation:** The student will lose eligibility for the next four (4) activity performances.

**If a student is involved in an activity in both Category I and Category II, they are required to serve penalties in each category. All penalties in either category are cumulative.**

**FEES**

School District 2397 requires that a fee be paid prior to the first day of practice in all co-curricular activities. Fees are used to help offset the cost of equipment, supplies, officials, transportation and other related costs.

**FALL SEASON:**

Football	MS = \$90.00	HS = \$140.00
Cross Country	MS = \$70.00	HS = \$110.00
Volleyball	MS = \$70.00	HS = \$110.00
Tennis	MS = \$70.00	HS = \$110.00
Swimming/Diving	MS/HS = \$120.00	

**WINTER SEASON**

Boys Hockey	MS/HS= \$260.00	
Girls Hockey	MS/HS= \$260.00	
Wrestling	MS = \$80.00	HS = \$120.00
Boys Basketball	MS = \$80.00	HS = \$120.00
Girls Basketball	MS = \$80.00	HS = \$120.00
Dance	MS/HS = \$120.00	

**SPRING SEASON:**

Baseball	MS = \$70.00	HS = \$110.00
Softball	MS = \$70.00	HS = \$110.00
Boys/Girls Track	MS = \$70.00	HS = \$110.00
Boys/Girls Golf	MS = \$70.00	HS = \$110.00

**Non-Athletic Fees**

PLAYS:	Fall = \$70.00;	One Act = \$60.00	Spring(MS) = \$60.00
KNOWLEDGE BOWL:	MS = \$60.00	HS = \$70.00	
SPEECH:	MS = \$60.00	HS = \$70.00	
INTRAMURAL BASKETBALL		HS = \$30.00	

**There is also a Family Maximum of \$500 per family.**

**FEE WAIVER**

District policy allows activity fees to be waived on the basis of undue hardship or family income/family

need. The Activities Director will determine eligibility.

Students who qualify for "free lunch" will have their fee waived.

Students who qualify for "reduced lunch" will pay 1/2 the required fee.

**Please notify the Activities Director if you qualify for for free/reduced lunches.**

## **REFUNDS**

Refunds of fees for activities will be prorated until halfway through the season for those students who cease to participate in the activity. There will be no refund of the activity fee in the event a student becomes ineligible as a result of violation of Minnesota State High School League rules or Le Sueur-Henderson High School rules.

## **ATTENDANCE AND BEHAVIOR STANDARDS**

Students involved in all co-curricular activities are expected to abide by all school attendance and behavior guidelines. Participation is a privilege offered to students in good standing.

- a. Students absent due to illness must be in school by 9:10 a.m. and remain in school for the rest of the day in order to be eligible to practice or participate/play in activities that day. Coming home late from an activity, school event, or field trip is not an excuse to "sleep in" and come to school late.
- b. Students who participate in co-curricular activities or attend a school sponsored field trip or event must be in school by the start of first period of the next day.
- c. (Exceptions may be made due to illness, death in the family or pre-approval.)
- d. Students with a pre-excused absence are allowed to practice and/or compete/perform.
- e. Students with in-school or out-of-school suspensions may NOT practice or compete/perform in activities/contests on days of suspension.
- f. Students with an unexcused absence for ANY hour of the day may not practice or compete/perform on that day. This includes lunch and study hall. Only Seniors are allowed to leave the campus during lunch.
- g. Students with detentions may practice or compete/perform in contests if their detention time is served after school first. Individual coaches may have more specific penalties.

If a student should practice or compete/perform on a day when he/she is ineligible, he/she will be held out of the next equivalent practice or contest/performance.

## **TRANSPORTATION**

All participants attending activities are normally required to ride to and from these events on the transportation provided by the school.

A parent/guardian may transport a son/daughter home from an activity. A handwritten note from the parent/guardian to the coach/director with both a verbal and visual recognition is necessary before the student may leave an event with his/her parent/guardian.

Students are not allowed to drive or ride with other students to or from a contest in which the school provides transportation. Failure to abide by this policy will result in suspension from the team.

## **AWARDS-LETTERING REQUIREMENTS**

Every head coach/advisor must submit "specific requirements" for lettering in his/her sport/activity. These requirements are kept on file in the Activities Office.

## **AWARDS SYSTEM**

A chenille "LSH" will be awarded the first time that a student meets the criteria for lettering in a sport/activity. For each year following they will receive a certificate.

## **SCRIMMAGES**

All scrimmages must be pre-approved by the activities director. Only one away scrimmage will be allowed and a team cannot scrimmage more than three times.

(MSHSL Policy regarding the number of scrimmages.)

## **EQUIPMENT**

Use of school equipment is a privilege. All equipment must be returned to the coach at the end of a season. Students will not be issued equipment for any other sport or activity until they have returned or paid for all equipment from the previous sport or activity. An athlete will be billed for the replacement cost for any lost, damaged, or non-returned equipment.

## **UNIFORMS**

All athletic teams representing Le Sueur-Henderson High School shall wear uniforms and equipment issued by the school. All such issued equipment and uniforms are the responsibility of the student/athlete. These uniforms are NOT to be worn for personal use or during P.E. classes. They are only to be worn for official practices, games, or other specific school activities.

Individual team members are responsible for laundering school-issued uniforms during the season. DO NOT dry any school-issued uniforms on high heat. It is best not to put them in the dryer at all. All uniforms must be laundered before they are returned at the end of the season.

An athlete will be billed for the replacement cost for any lost, damaged, or non-returned uniform.

## **INITIATIONS/HAZING**

Team gatherings and activities to build team unity are important and are encouraged; however, for safety and liability reasons and to prevent hazing and/or harassment, **initiation** events are **NOT allowed**. Students who violate this rule are subject to the same High School League consequences as those who violate High School League rules concerning chemical use and harassment. Participants in hazing or initiation may also be subject to criminal and/or civil action.

## **FUNDRAISING**

Coaches may determine that fundraising is necessary to purchase equipment or "extras" that are not provided by the school. Such items could include team and individual awards, transportation costs to additional scrimmages, banquet expenses, equipment etc. All fundraising activities are voluntary. Coaches are encouraged to give parents the option to donate money instead of selling a fundraising item. We would like to encourage all parents, coaches, and GIANTS fans to get involved with the annual BLUE & GOLD golf tournament.



## **DATA PRIVACY**

By law, certain personal information cannot be released by a coach unless both the student and parent give permission. Coaches will hand out forms at the beginning of the season if they intend on publishing data that is covered under the Data Privacy Laws.

## **PUBLIC RELATIONS/PUBLICITY**

Our activity programs are in the eye of the public more than any of our academic programs. We receive more praise and are subject to more criticism than any other program. How we conduct ourselves as coaches, athletes, parents and fans will be a reflection of the entire school system.

All Head coaches are responsible for notifying all appropriate news media sources immediately at the conclusion of their contest

## **SOCIAL NETWORKING SITES**

As a student at LSH High School, you are expected to follow student handbook guidelines, even though an event may happen off school property or after school hours.

Social network sites, other digital platforms (including cell phones) and distribution mechanisms that facilitate students communicating with other students are considered "Social Networking" platforms. Participation in such networks has both positive appeal and potentially negative consequences. It is important the LSH students be aware of these consequences and exercise appropriate caution if they choose to participate.

Students are not restricted from using any online social network sites and/or digital platforms. However, users must understand that any content they make public via online social networks or digital platforms is expected to follow acceptable social behaviors and also to comply with federal, state and local laws, as well as, your Student Handbook. As an LSH student, you must be aware of your Student Handbook regulations and expectations of our said co-curricular programs. Ignorance of these regulations does not excuse students from adhering to them.

### **Guidelines for Students:**

These guidelines are intended to provide a framework for students to conduct themselves safely and responsibly in an online environment. As a student at Le Sueur-Henderson you should:

1. Be careful with how much and what kind of identifying information you post on social networking sites. Virtually anyone with an email address can access your personal page. It is unwise to make available information such as full date of birth, social security number, address, phone number, cell phone numbers, class schedules, bank account information, or details about your daily routine. All of these can facilitate identity theft or stalking. Social Media sites provide numerous privacy settings for information contained in its pages. Use these settings to protect private information. However, once posted, remember the information becomes property of the website and public record.
2. Be aware that community members, family, and potential current and future employers and college admissions offices often access information you place on online social networking sites. You should think about any information you post on sites or similar directories that potentially portrays an image of you to a prospective employer or school. The information is considered public information. Protect yourself by maintaining a self-image that you can be proud of years

from now.

3. Be careful in responding to unsolicited emails asking for passwords or PIN numbers. Reputable businesses do not ask for this information in emails.
4. Don't have a false sense of security about your rights to freedom of speech when using Social Media. Understand that freedom of speech is not unlimited. The online social network sites are NOT a place where you can say and do whatever you want without repercussions or personal accountability.
5. Remember photos once put on the social network site's server become their property and public record. You may delete the photo from your profile but it still stays on their server. Internet search engines like Google or Yahoo may still find that image long after you have deleted it from your profile. Think long and hard about what type of photo you want to represent you.
6. Whoever is the adult (over 18) responsible for the contracts, computers, phone lines, etc., is liable (civil and criminal) for your actions as a minor as well.

#### Things Students Should Avoid:

1. Derogatory language or remarks about our students, teammates, school personnel and our community at-large; as well as, teachers, or coaches; student-athletes, administrators or representatives of other schools.
2. Demeaning statements about or threats to any third party (including support of demeaning statements and threats- don't respond to these).
3. Distribution and possession of unauthorized videos and photos or statements depicting violence; hazing; sexual harassment and content; vandalism; stalking; underage drinking, selling, possessing, or using controlled substances; or any other inappropriate behaviors.
4. Creating a serious danger to the safety of another person or making a credible threat of serious physical or emotional injury to another person.
5. Indicating knowledge of unreported felonies, crimes, thefts or damage to property or unethical behavior,.
6. Indicating knowledge of an unreported school or team violation - regardless if the violation was unintentional or intentional.

One of the biggest lessons social network users can learn is that anything you post online enters the public record. You never know who may be looking and when.

Students, parents and guardians, let it be known that any student in violation of said conduct is subject to consequences to be determined by the Administration, Principal and/or Activities Director.

The Minnesota State High School League Student Code of Responsibilities, Bylaw 206.00, is applicable and relevant in all student related issues and concerns in such matters.

### **WEDNESDAYS/SUNDAYS**

No practice or competition is allowed on Sundays. Wednesday practices will end at 5:45pm so as not to conflict with family night. Rarely will an athletic activity take place on a Wednesday evening. Exceptions may result from Section tournaments/games in which we, as a school district, have no control.

### **HOLIDAYS/VACATIONS**

Practices will not be held on Thanksgiving Day, Christmas Day and New Year's Day. Coaches will avoid practices on other holidays whenever possible. Practice or games may be held during holiday and vacation periods but separate practice schedules for these periods shall be made and distributed to the athletes involved well in advance of the holiday/vacation period

### **ACTIVITY PASSES**

Activity passes may be purchased at the Activities Office at the High School or at the gate before games. **The passes may be used for regular season home events, excluding tournaments and/or playoffs.** *Passes cannot be used for post season tournament play.*

Student Season Pass: \$30

Adult Season Pass: \$75

Sr. Citizens (MUST be an LSH Taxpayer): 60 & Over: Apply to A.D. for Free Pass

Sr. Citizen Non-LSH Taxpayers: (60 & Over) \$30 (Good for 2017-18 School Year)

### **EMERGENCY CLOSING OF SCHOOL**

In the event that school is closed for any type of emergency closing, including inclement weather, all co-curricular practices, games, or events are canceled.

**EXCEPTION:** Sub-Section and/or Section playoff contests may still be played as scheduled.

### **COACHES CODE OF CONDUCT**

Coaches at Le Sueur-Henderson Middle/High School are expected to follow the following code of conduct in their relationships with student athletes.

As a coach, I recognize:

- My position as a role model for all students in terms of my language, behavior and attitudes.
- My responsibility to treat all athletes fairly and with dignity and respect.
- My need to exhibit the highest ethical and moral behavior at all times.
- The importance of honesty, integrity and respect for the rules and my responsibility to teach these values to my athletes.
- The need to keep winning and losing in its proper perspective.
- That athletes are students first and athletes second and I will do everything possible to help students be successful in school.
- The importance of each activity that students participate in and will do whatever I can to support all activities.
- My need to be receptive to parent concerns.

## **ACTIVITY EVALUATIONS**

Included at the back of this packet is a copy of the Le Sueur-Henderson Middle/High School Activities Evaluation Form. Please use this form to evaluate your son/daughter's participation in school activities. The purpose of this evaluation is to gain feedback from parents and students so that we can constantly improve the activity programs offered at Le Sueur-Henderson Middle/High School. The evaluations also give coaches/directors feedback, which help them in their professional growth. Coaches/directors will not see the names of people returning this evaluation; only the information contained within the evaluations will be shared. You are asked to be constructive in your comments, providing positive and supportive feedback, as well as suggestions for improvement and/or criticism of a coach/director. Everyone appreciates hearing that they are doing a good job. Coaches have been asked to include a copy of this evaluation in their team handout or to make evaluations available at their end of the season banquet. Thank you for your continued support of GIANTS activities!

### Minnesota River Conference

#### Sportsmanship Creed

- Accept the decisions of the contest officials.
- Avoid unsportsmanlike gestures or language.
- Display modesty in victory and graciousness in defeat.
- Show respect for opposing coaches, players and fans.
- Show respect for public property.
- Show respect for coaches' decisions during and after games.
- Be positive and refrain from negative comments.

#### Athletic & Fine Arts Sportsmanship Policy

##### **I. Program Goals / Expectations:**

It is the vision of the Minnesota River Conference Schools to call upon the school community of: teachers, coaches, students, parents and directors of music, speech, debate and drama; to strive for sportsmanship in everything they do by teaching the values, long thought inherent in interscholastic activities.

The Minnesota River Conference views this policy as an effort to instill: values, personal responsibility, good sportsmanship and good citizenship in our students, coaches, and fans.

It is the belief of the Minnesota River Conference Schools that students can believe in and live by the values of: dignity, respect, equity, fairness, scholarship and sportsmanship.

The expectations of the Minnesota River Conference is to provide an environment where:

- Coaches lead by example through respect of officials and acceptance of the outcome of the event, without criticism.

- Spectators support the efforts of their team through attendance at events and avoid abusive sideline coaching and criticism of game officials.
- Students demonstrate the model of sportsmanship whether completing or being a spectator

## **II. Target Audience:**

The Sportsmanship Policy of the Minnesota River Conference Schools is aimed at our students, coaches, parents, and fans. Through on-going sportsmanship programs and activities, the Minnesota River Conference will present its policy throughout the communities of the MRC.

## **III. Sportsmanship Committee Membership:**

The Minnesota River Conference Schools will form an MRC Advisory Sportsmanship Committee consisting of the MRC athletic directors. It shall be the duty of the committee to revise the Sportsmanship Policy and promote school sponsored programs, which encourage sportsmanship at the Minnesota River Conference Schools.

## **IV. The Minnesota River Conference Sportsmanship Resolution:**

Recognizing that participation in interscholastic activities is a privilege, the Minnesota River Conference requires that conduct of student participants be exemplary at all times. Participants are representatives of the Minnesota River Conference and their school and must conduct themselves appropriately both while in school and out of school. Student participants who violate this policy are subject to being removed from the activity at the discretion of the coach, athletic director, or building principal.

The building principal, with input from coaches, parents, teachers and students shall develop rules or conduct codes for all participants consistent with this policy and the rules adopted by the Minnesota State High School League.

These rules should contain a notice to participants that failure to abide by them could result in removal from the activity. The rules and conduct codes shall be reviewed by the building principal and the athletic director periodically and presented to the school board.

## **V. Code of Conduct:**

School Board:

- Adopt policies/resolutions that promote the ideals of good sportsmanship, ethics, and integrity.
- Serve as positive role model and expect the same from parents, fans, participants, coaches and others school personnel.
- Support and reward participants, coaches, school administrators and fans that display good sportsmanship.
- Recognize the value of school activities as a vital part of education.
- Attend and enjoy school activities.

School Administrators:

- Develop a program for teaching and promoting sportsmanship.
- Provide appropriate supervisory personnel for each interscholastic event.
- Support participants, coaches and fans that teach and display good sportsmanship.
- Recognize exemplary behavior and actively discourage undesirable conduct by participants, coaches and fans.
- Attend events whenever possible and function as model of good sportsmanship.

#### Coaches:

- Follow the rules of the sport during the progress of the contest.
- Accept the decisions of contest officials and show respect for those decisions.
- Avoid unsportsmanlike gestures or language
- Display modesty in victory and graciousness in defeat.
- Avoid excessive public display of criticism in front of participants or spectators
- Teach sportsmanship and reward players that are good sports.
- Avoid any contact with officials immediately following games.

#### Student-Athletes:

- Show respect for opponents by shaking hands with them.
- Accept the decisions of the contest officials.
- Avoid unsportsmanlike gestures or language.
- Display modesty in victory and graciousness in defeat.
- Learn the rules of the games.
- Show respect for opposing coaches, players and fans.

#### Spectators:

- Take part in cheers with the cheerleaders and applaud good performances.
- Work cooperatively with contest officials and supervisors in keeping order.
- Refrain from crowd booing, foot stomping or making negative comments about officials or participants.
- Stay off the playing floor or contest area at all times.
- Show respect for public property.
- Show respect for coaches' decisions during and after games.
- Be positive and refrain from negative comments.

#### Bands:

- Choose appropriate music and time for performing
- Show respect at all times for officials, opponents and spectators.
- Stay off the playing floor or contest area at all times.

#### Officials:

- Accept your role in an unassuming manner.
- Maintain confidence and poise, controlling the contest from start to finish.
- Know the rules of the game thoroughly and abide by the established Code of Ethics.
- Publicly shake hand with coaches or both teams before the contest.
- Never exhibit emotions or argue with participants and coaches when enforcing rules.
- When watching a game as a spectator, give the officials the same respect you expect to receive

when working a contest.

- Be prompt for all contests.

Media:

- Report acts of unsportsmanlike behavior without giving undue publicity to unsportsmanlike conduct.
- Refrain from making negative comments toward participants, coaches or contest officials.
- Recognize efforts of all whom participate in the contest.
- Report facts without demonstrating partiality to either team.
- Film and report from school designated areas.

## **VI. Code of Ethics:**

Coach:

A coach will be in violation of the standards or good sports established by the Minnesota State High School League by:

- Making degrading or critical remarks about officials during or after a contest either on the field of play from the bench or through any public news media.
- Arguing with officials or goes through motions indicating dislike/disdain for a decision.
- Detaining the officials following the contest to request a ruling or explanation of actions taken by the official.
- Being ejected from any contest.

Players:

As a student participant of the Minnesota River Conference Interscholastic activities, I understand and accept the following responsibilities:

- I will respect the rights and beliefs of others and will treat others with courtesy and consideration.
- I will be fully responsible for my own actions and the consequences of my actions.
- I will respect the property of others.
- I will respect and obey the rules of the Minnesota River Conference and the laws of my community, state and country.
- I will show respect to those who are responsible for enforcing the rules of my school and the laws of my community, state, and country.
- I will show respect for the calls of the officials and refrain from any actions or comments that are disrespectful.

## **VII. Promotion Strategies:**

Ideas for promoting the "Good Sport Program":

Throughout the school year, the Sportsmanship Committee will establish ideas for promoting "Good Sport Program" at the Minnesota River Conference. The "Good Sport Program" at the Minnesota River Conference will include, but not be limited to the following:

- Creation of a "warning ticket" to hand to those who exhibit poor sportsmanship in the stands.
- Development of a speaker's bureau: Administrators and coaches and selected student athletes could talk with local adult civic organizations about the "BE a Good Sport" campaign. Student-athletes could deliver talks to students in the junior high and elementary schools to stress

good sportsmanship.

- Have the school board develop a policy that stresses that attendance at an athletic event is a privilege, and that inappropriate behavior by any party will be dealt with appropriately.
- Send local media press releases stating that the Minnesota River Conference has joined the "Good Sport" campaign to promote good sportsmanship.
- Use the "Be a Good Sport " logo and ads in the Minnesota River Conference publications.
- Create banners and posters that convey the messages of good sportsmanship and welcome opponents to the Minnesota River Conference.
- If the Minnesota River Conference and its spectators and athletes receive good sportsmanship from opponents, write letters to the principal or athletic director of that school. The end result is that both parties are encouraged to practice good sportsmanship.
- Have the Minnesota River Conference public address announcer read a pregame statement encouraging sportsmanship and proper respect for the opponents and game officials.

#### Rewards for "Good Sports" Behavior:

Throughout the school year, the Sportsmanship Committee will establish ideas for rewarding sportsmanship at the Minnesota River Conference. The "Good Sport Program" at the Minnesota River Conference will include, but not be limited to the following:

- Have administrators, coaches and cheerleaders note examples of good sportsmanship. Those individuals will be recognized in a "Good Sport Program" Recognition program.
- Handout sportsmanship rewards at home events.

#### Consequences for Acts of Misconduct:

Acts of misconduct will be dealt with on an individual basis. Depending on the severity of the misconduct; players, coaches, and spectators could:

- Receive oral reprimands
- Be asked to leave the event
- Be removed from the playing event
- Serve a one game suspension or more
- Further legal ramifications could apply to personal behavior deemed inappropriate.

#### VIII. Evaluation Procedures:

During the course of the school year, the Minnesota River Conference will evaluate the effectiveness of our sportsmanship program. Things to evaluate will include:

- Promotional activities
- Team and fan behavior
- School procedures to handle conflicts
- Recognition programs to reward good sports behavior
- Crowd control plans



## **LE SUEUR-HENDERSON SCHOOL SONG**

*FIGHT, FIGHT, LSH LET'S FIGHT*

*GO, GO, YOU GIANTS*

*WIN, WIN, YOU BLUE AND GOLD WE'RE*

*WITH YOU TONIGHT RAH, RAH, RAH*

*FIGHT, FIGHT, TO VICTORY TEAM,*

*TEAM, IT'S YOUR GAME SCORE,*

*SCORE, SCORE*

*AND THEN SCORE SOME MORE, YOU GIANTS TEAM!!*

*Pause LSH, LSH*

*LSH, LSH*

*GIANTS, GIANTS*

## What Are Sports Injuries?

The term sports injury, in the broadest sense, refers to the kinds of injuries that most commonly occur during sports or exercise. Some sports injuries result from accidents; others are due to poor training practices, improper equipment, lack of conditioning, or insufficient warm-up and stretching.

Although virtually any part of your body can be injured during sports or exercise, the term is usually reserved for injuries that involve the musculoskeletal system, which includes the muscles, bones, and associated tissues like cartilage.

## Common Types of Sports Injuries

A **bruise or contusion** results when muscle fiber and connective tissue are crushed; torn blood vessels may cause a bluish appearance. Most bruises are minor, but some can cause more extensive damage and complications.

*A **strain** is a twist, pull, or tear of a muscle or tendon, a cord of tissue connecting muscle to bone. It is an acute, noncontact injury that results from overstretching or over-contraction. Symptoms of a strain include pain, muscle spasm, and loss of strength.*

*A **sprain** is a stretch or tear of a ligament, the band of connective tissues that joins the end of one bone with another. Sprains can range from first degree (minimally stretched ligament) to third degree (a complete tear). Signs of a sprain include varying degrees of tenderness or pain; bruising; inflammation; swelling; inability to move a limb or joint; or joint looseness, laxity, or instability.*

**Acute fractures:** a break with little damage to the surrounding tissue or compound break in which the bone pierces the skin with little damage to the surrounding tissue. Most acute fractures are emergencies. One that breaks the skin is especially dangerous because there is a high risk of infection.

**Stress fractures:** Stress fractures occur largely in the feet and legs and are common in sports that require repetitive impact, primarily running/jumping sports such as gymnastics or track and field. Running creates forces two to three times a person's body weight on the lower limbs. The most common symptom of a stress fracture is pain at the site that worsens with weight-bearing activity. Tenderness and swelling often accompany the pain.

## What's the Difference Between Acute and Chronic Injuries?

**Acute** injuries, such as a sprained ankle, strained back, or fractured hand, occur suddenly during activity. Signs of an acute injury include the following:

- Sudden, severe pain, swelling
- Inability to move a joint through its full range of motion
- Inability to place weight on a lower limb
- Extreme tenderness in an upper limb
- Extreme limb weakness
- Visible dislocation or break of a bone

**Chronic** injuries usually result from overusing one area of the body while playing a sport or exercising over a long period. The following are signs of a chronic injury:

- pain when performing an activity
- Swelling
- A dull ache when at rest

### **What Should I Do if I Suffer an Injury?**

First point of contact is the coaches and staff, then the athletic trainer. Most injuries can be treated with the help and direction from the athletic trainer but that doesn't eliminate a visit to the primary physician if desired. Whether an injury is acute or chronic, there is never a good reason to try to "work through" the pain. Just STOP! Continuing the activity only causes further harm and possible tissue damage.

### **When to Seek Medical Treatment**

- The injury causes severe pain, swelling, or numbness.
- You can't tolerate any weight on the area.
- The pain or dull ache of an old injury is accompanied by increased swelling or joint abnormality or instability.

### **How to Treat at Home**

If you don't have any of the above symptoms, it's probably safe to treat the injury at home—at least at first. If pain or other symptoms worsen, it's best to check with your healthcare provider. Use the RICE method to relieve pain and inflammation and speed healing. Follow these four steps immediately after injury and continue for at least 72 hours.

- **Rest.** Reduce regular exercise or activities of daily living as needed. If you cannot put weight on an ankle or knee, crutches may help.
- **Ice.** Apply an ice pack to the injured area for 15-30 minutes at a time, four to eight times a day. An ice bag or plastic bag filled with crushed ice can be placed directly on the skin but if a GEL pack is used, a barrier NEEDS to separate the pack and the skin.
- **Compression.** Compression of the injured area may help reduce swelling. Compression should also be used during the icing process; (1) to hold cold therapy in place, and (2) compression of tissue will promote an improved environment for healing. Elastic wraps or ACE bandage work well.
- **Elevation.** If possible, keep the injured ankle, knee, elbow, or wrist elevated on a pillow, above the level of the heart, to help decrease swelling. Whenever not in use—elevate the injury.

### **The Body's Healing Process**

From the moment a bone breaks or a ligament tears, your body goes to work to repair the damage. Here's what happens at each stage of the healing process:

**At the moment of injury:** Chemicals are released from damaged cells, triggering a process called inflammation. This process causes tissues to become swollen, tender, and painful; although inflammation is needed for healing, it can actually slow the healing process if left unchecked. Blood vessels at the

injury site become dilated; blood flow increases to carry nutrients to the site of tissue damage.

*Within hours of injury:* White blood cells (leukocytes) travel down the bloodstream to the injury site where they begin to tear down and remove damaged tissue, allowing other specialized cells to start developing scar tissue.

*Within days of injury:* Scar tissue is formed on the skin or inside the body. The amount of scarring may be proportional to the amount of swelling, inflammation, or bleeding within. In the next few weeks, the damaged area will regain a great deal of strength as scar tissue continues to form.

*Within a month of injury:* Scar tissue may start to shrink; bringing damaged, torn, or separated tissues back together. However, it may be several months or more before the injury is completely healed.

### **Who Should I See for My Injury?**

Depending on your preference and the severity of your injury or the likelihood that your injury may cause ongoing, long-term problems, you may want to see, or have your primary health care professional refer you to, one of the following:

- *Athletic Trainer:* A health care professional who can make an assessment, provide treatment, and develop a rehabilitation program for the injury right through the high school. Should advanced care and modalities be needed, free consults through the Orthopaedic and Fracture Clinic are available. Time specific, only at 8 am Monday thru Friday at the Wickersham Health Campus.
- *Physical Therapy:* A health care professional who can diagnosis, provide treatment, and develop a rehabilitation program immediately following an injury or upon referral from your primary care
- *Orthopaedic surgeon:* A doctor specializing in the diagnosis and treatment of the musculoskeletal system, which includes bones, joints, ligaments, tendons, muscles, and nerves.

### **Rest**

Although it is important to get moving as soon as possible, you must also take time to rest following an injury. All injuries need time to heal; proper rest will help the process. Your health care professional can guide you regarding the proper balance between rest and rehabilitation.

### **Rehabilitation (Exercise)**

A key part of rehabilitation from sports injuries is a graduated exercise program designed to return the injured body part to a normal level of function.

With most injuries, early mobilization- getting the part moving as soon as possible-will speed healing. Generally, early mobilization starts with gentle range-of-motion exercises and then moves on to stretching and strengthening exercise when you can without increasing pain.

As damaged tissue heals, scar tissue forms, which shrinks and brings torn or separated tissues back together. As a result, the injury site becomes tight or stiff, and damaged tissues are at risk of re-injury. That's why stretching and strengthening exercises are so important. You should continue to stretch the muscles daily and as the first part of your warm-up at the beginning of exercise.

The athletic trainer has prepared sheets of rehabilitation exercises for various injuries that can be performed at school and at home. Remember that progression is the key principle for the injured body part and return to play. Start with just a few exercises, do them often, and then gradually increase how much you do. A complete rehabilitation program should include exercises for flexibility, endurance, and strength; instruction in balance and proper body mechanics related to the sport; and a planned return to full participation.

Throughout the rehabilitation process, avoid painful activities and concentrate on those exercises that will improve function in the injured part. Don't resume your sport until you are sure you can stretch the injured tissues without any pain, swelling, or restricted movement, and monitor any other symptoms. When you do return to your sport, start slowly and gradually build up to full participation. For more advice on how to prevent injuries as you return to active exercise.

### **Other Therapies**

- **Cold/cryotherapy:** Ice packs reduce inflammation by constricting blood vessels and limiting blood flow to the injured tissues. Cryotherapy eases pain by numbing the injured area. It is generally used for only the first 72 hours after injury. Cold therapy needs to be a timed event; 15-30 minutes on and 30-45 minutes off. The timing of the event permits sufficient vasoconstriction and slowed metabolism, only to allow the body a chance to return to homeostasis (98.6° F). At this time only warm, nutrient rich, and oxygen rich red blood enters and the repair process works optimally.

- **Heat/thermotherapy:** Heat, in the form of hot compresses or heating pads, causes the blood vessels to dilate and increase blood flow to the injury site. Increased blood flow aids the healing process by removing cell debris from damaged tissues and carrying healing nutrients to the injury site. Heat also helps to reduce pain. It should not be applied within the first 72 hours after an injury. Heating pads are dry heat and can damage tissue through the removal of body moisture and sweating; these should be used on a timed basis, err on the side of caution (5-10 minutes on low settings).

- **Massage:** Manual pressing, rubbing, and manipulation soothe tense muscles and increase blood flow to the injury site. Warming tissue prior to massage will assist this process, followed with a gentle stretch for 30 seconds.

### **For More Information**

National Institute of Arthritis and Musculoskeletal and Skin Diseases Website <http://www.niams.nih.gov>

National Athletic Trainers Association: <http://www.nata.org>

American Academy of Orthopaedic Surgeons (AAOS) <http://www.aaos.org>

American Academy of Pediatrics <http://www.aap.org>

American Medical Society for Sports Medicine <http://www.amssm.org> American Orthopedic Society for Sports Medicine <http://www.sportsmed.org> American Physical Therapy Association <http://www.apta.org>

American College of Sports Medicine <http://www.acsm.org>

## **LE SUEUR-HENDERSON PUBLIC SCHOOL GRIEVANCE PROCEDURE FOR COMPLAINTS OF DISCRIMINATION**

The following grievance procedure applies to claims of sex and disability discrimination:

A. Any person who believes he or she has been the victim of unlawful discrimination or any person with knowledge or belief of conduct that may constitute unlawful discrimination shall report the alleged acts immediately to an appropriate school district official designated by this policy. The complaint must be filed within 30 calendar days of the alleged violation.

B. The Human Rights Officer is responsible for receiving oral or written complaints of unlawful discrimination toward an employee or student. However, nothing in this policy shall prevent any person from reporting unlawful discrimination toward an employee or student directly with the Human Rights Officer, the school board or other school district official.

C. While the school board has designated the Human Rights Officer to receive complaints of unlawful discrimination, if the complaint involves the Human Rights Officer, the complaint shall be made to the superintendent.

D. Upon receipt of a complaint, the Human Rights Officer shall immediately notify the superintendent. If the superintendent is the subject of the complaint, the Human Rights Officer shall immediately notify the school board.

E. The Human Rights Officer may request but not insist upon a written complaint. Alternative means of filing a complaint, such as through a personal interview or by tape recording, shall be made available upon request for qualified persons with a disability. If the complaint is oral, it shall be reduced to writing within 24 hours and forwarded to the superintendent. Failure to do so may result in disciplinary action. The school district encourages the reporting party to complete the complaint form for written complaints. It is available from the principal of each building or the school district office.

F. The school district shall respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.

### **INVESTIGATION**

A. The Human Rights Officer, upon receipt of a complaint alleging unlawful discrimination shall promptly undertake an investigation if deemed appropriate. The investigation may be conducted by the Title IX coordinator for complaints of sex discrimination or the Section 504 Coordinator for complaints of disability discrimination, or a school district official or neutral third party designated by the Title IX coordinator, Section 504 coordinator or Human Rights Officer. The investigation shall be completed within 30 days of the complaint, unless impracticable.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint.

The investigation may also consist of other methods deemed pertinent by the investigator.

C. In determining whether the alleged conduct constitutes a violation of this policy, the school district shall consider the facts and the surrounding circumstances such as the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incident occurred.

D. The school district may take immediate steps to protect the parties involved in the complaint process, pending completion of an investigation of alleged unlawful discrimination.

E. Upon completion of the investigation, the school district investigator shall make a written report to the Human Rights Officer. If the complaint involves the Human Rights Officer, the report may be filed directly with the superintendent or school board. The report shall include the facts, a determination of whether the allegations have been substantiated, whether a violation of this policy has occurred as well as a description of any proposed resolution which may include alternative dispute resolution.

F. The district shall comply with federal and state law pertaining to retention of records.

#### **APPEAL**

If the grievance has not been resolved to the satisfaction of the complainant, s/he may appeal to the Human Rights Officer within ten (10) school days of receipt of the findings of the school district investigation. The school district investigator shall conduct a review of the appeal and within ten (10) school days of receipt of the appeal, shall affirm, reverse, or modify the findings of the report. The decision of the school district investigator is final but does not preclude pursuit of alternative complaint procedures noted in the section entitled "Right to Alternative Complaint Procedures."

#### **SCHOOL DISTRICT ACTION**

A. Upon conclusion of the investigation and receipt of the findings, the school district shall take appropriate action. If it is determined that a violation has occurred, such action may include, but is not limited to, warning, suspension, expulsion, transfer, remediation or termination.

School district action taken for violation of this policy shall be consistent with the requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

B. The result of the school district's investigation of each complaint filed under these procedures shall be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

## **RETALIATION**

The school district shall take appropriate action against any student, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful discrimination toward an employee or student or any person who testifies, assists or participates in an investigation or hearing relating to such unlawful discrimination. Retaliation includes, but is not limited to, any form of intimidation or harassment.

## **CONFLICT OF INTEREST**

If there is a conflict of interest with respect to any party affected by this policy, appropriate action shall be taken such as, but not limited to, appointing or contracting with a neutral third party investigator to conduct the investigation or recusal from the process by the person for whom a conflict or potential conflict of interest exists.

## **DISSEMINATION OF POLICY**

The school district shall adopt and publish these procedures.

## **RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES**

These procedures do not deny the right of any individual to pursue other avenues of recourse, which may include filing charges with the agencies listed below or initiating action in state or federal court.

### **Claims of discrimination may also be pursued through the following agencies where appropriate:**

U.S. Department of Education  
Office for Civil Rights, Region V  
500 W. Madison Street- Suite 1475  
Chicago, IL 60661  
Tel: 312-730-1560  
TDD: 312-730-1609

MN Department of Human Rights  
190 E 5th Street  
St. Paul, MN 55101  
800.657.3704  
651.296.5663  
TDD 651.296.1283

### **For complaints of employment discrimination:**

Equal Employment Opportunity Commission  
330 S. 2nd Avenue  
Suite 430  
Minneapolis, MN 55401  
800.669.4000  
612.335.4040  
TDD 612.335.4045

This document provides general information and is not to be a substitute for legal advice. Changes in the law, including timelines for filing a complaint, may affect your rights.



**END-OF-THE SEASON EVALUATION  
LE SUEUR-HENDERSON MIDDLE/HIGH SCHOOL SPORTS/ACTIVITIES**

**Sport/Activity:** \_\_\_\_\_

**Participation Level** (please circle one): Var "B" "C" 8th 7th  
Girls            Boys

**Gender:**

Dear Le Sueur/Henderson Parents/Guardians,  
I would like you to fill out this brief evaluation so that we can continue to improve our activity programs. Please be honest, constructive and sincere in your comments. I will compile the results of the evaluations and share them with the coach/advisor. The purpose of this evaluation is to help our coaches/advisors continue to grow and improve as individuals and as coaches/advisors.

**Mission Statement for GIANTS Activities:**

*Le Sueur-Henderson Middle/High School, in partnership with its students, coaches and families will encourage and support participation in all of the co-curricular activities offered at LSH.*

*Our goal is to instill "GIANT PRIDE" throughout the school district and the communities in which we live in.*

*GIANT PRIDE is based on the six pillars of character: Trustworthiness, Respect, Responsibility, Fairness, Citizenship, & Caring.*

1. How well was the mission statement followed?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

2. Were the team and individuals dealt with in a fair manner?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

3. How would you rate the coaching?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

4. What is your overall rating of the experience you or your son/daughter had with the activity just completed?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

5. The coach was fair, trustworthy, caring, respectful, & responsible with team members throughout the season?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

6. The coach promotes and demonstrates good sportsmanship and citizenship whether we win or lose?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

7. What one thing would you tell your coach that would help him/her to become a better coach?

Excellent                      Good                      Fair                      Poor                      Very Poor                      Don't Know

Comments:

*Thank you for taking the time to complete this survey.*

Please return to:  
Dave Swanberg, Activities Director  
Le Sueur-Henderson High School  
901 East Ferry Street  
Le Sueur, MN 56058



# Le Sueur-Henderson Public Schools

## Independent School District 2397

Le Sueur-Henderson Middle/High School  
901 East Ferry Street  
Le Sueur, MN 56058

Phone: (507) 665-4600 • www.isd2397.org • Fax: (507) 665-6858

### LS-H Athletic Department Acceleration Policy

Occasionally a need to accelerate an athlete to a higher level of play is required or requested. This is usually based upon team need or a particular athlete's skill level. The process of acceleration has several steps.

1. The coach will meet and discuss the situation with the Activities Director
2. The coach will discuss the situation with the parents (done prior to the athlete's knowledge)
3. If the parent(s) are in agreement with the acceleration, the athlete is informed and if the athlete is in favor of the move, the acceleration takes place.
4. If the parent(s) disapprove, the process stops and the athlete will stay at the current level without knowledge of the discussions.

Accelerating an athlete can be a touchy situation. There are pluses and minuses for such a move. I do not recommend accelerating an athlete unless it is to the varsity level and then only if it is seen that the athlete will make a significant impact on the success of the team.

This form pertains to students in grades 7 & 8 who may be asked by their coach to be move to a higher level of competition:

DATE: \_\_\_\_\_ SPORT: \_\_\_\_\_ GRADE: \_\_\_\_\_

NAME OF STUDENT: \_\_\_\_\_

CURRENT LEVEL OF COMPETITION: \_\_\_\_\_ LEVEL OF MOVE REQUESTED:

\_\_\_\_\_

A move to a high level of competition may result in:

- Higher level of competition
- Greater number of competitive events
- More travel
- Later home arrivals after events
- Higher risk of injury
- Situations with other students

\_\_\_\_\_ I approve of proposed level move

\_\_\_\_\_ I disapprove of proposed move

Parent Signature \_\_\_\_\_ Athlete Signature \_\_\_\_\_

A.D. Signature \_\_\_\_\_ Coaches Signatures \_\_\_\_\_

\_\_\_\_\_

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Dear Parent(s)/Guardian(s),

Le Sueur-Henderson High School assumes that certain directory information will be released **unless a parent requests that no information** be given. The information included in this assumption is team directories, rosters, newspaper releases, awards, etc.

Due to Data Privacy Laws, the Le Sueur-Henderson School District must have a signed "Request for Denial of Release of Information" so that if and when requested, information is not released to schools making athletic inquiries about your child, etc.

Please read and sign the **Denial to Release** form at the bottom of the page IF this is your wish and have your son/daughter return the form to his/her coach.

Thank you for your cooperation,

Dave Swanberg  
Activities Director

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**Requesting DENIAL of RELEASE OF INFORMATION**

I/We **DO NOT** give permission to the Le Sueur-Henderson High School Activities Department and school district coaches to release information concerning my/our son/daughter, for the current school year, to appropriate personnel from a college/university who may request information for recruiting purposes.

\_\_\_\_ I/We also **DO NOT** give permission for coaches to publish my/our name(s) in directory information that is given to other members of my/our son's/daughter's team.

\_\_\_\_ I/We **DO NOT** give permission to LSH to publish our student's name on rosters, newspaper releases, awards, etc. regarding his/her athletic activities.

Student's name: \_\_\_\_\_

Parent's/Guardian's signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Return form to your coach to be placed in the Athletic Office file***

**LSH "GIANTS" EMERGENCY MEDICAL INFORMATION FORM**

I hereby grant permission that \_\_\_\_\_ (Grade)\_\_\_\_\_ be allowed to participate in the following LSH Middle/High School activities

I am aware that participation in any sport/activity can be dangerous and involves many risks of injury. I understand that the dangers and risks include, but are not limited to: death, serious neck and spinal injuries which may result in complete or partial paralysis, brain damage, serious injury to virtually all internal organs, serious injury to virtually all joints, ligaments, muscles, tendons and other parts of the skeletal system, as well as serious injury or impairment to other aspects of the body, general health and well-being.

**IN CASE OF ACCIDENT OR SERIOUS ILLNESS, I REQUEST THE SCHOOL TO CONTACT THE NECESSARY MEDICAL PERSONNEL AND ME. IF THE SCHOOL IS UNABLE TO REACH ME, I HEREBY AUTHORIZE THE SCHOOL TO TAKE THE NECESSARY MEASURES TO PROVIDE APPROPRIATE MEDICAL CARE TO MY CHILD.**

Date: \_\_\_\_\_ Signature of Parent/Guardian \_\_\_\_\_

Student's address: \_\_\_\_\_

**Emergency Phone Numbers:**

Home Phone: \_\_\_\_\_

Parent's CELL Phone: Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Parent's Work Phone: Mother: \_\_\_\_\_ Father: \_\_\_\_\_

Child's physician: \_\_\_\_\_

Clinic: \_\_\_\_\_ Phone #: \_\_\_\_\_

Insurance Information: \_\_\_\_\_

Group #: \_\_\_\_\_ Policy #: \_\_\_\_\_

List any current medications, allergies, past injuries or concerns:

<p><b>OFFICE USE ONLY</b>  <b>THIS FORM MUST BE COMPLETED BEFORE YOU WILL BE ALLOWED TO PARTICIPATE AND/OR PRACTICE!</b></p> <p><b>SPRING SPORT:</b> _____  Physical _____ MSHSL Form _____ Fee Paid _____ (or Payment Plan _____)  The student has turned in all eligibility forms and paid his/her fee and is cleared to participate in practices, contests and performances</p> <p>_____  Athletic Office Signature Only    Date</p> <p><b>WINTER SPORT:</b> _____  Physical _____ MSHSL Form _____ Fee Paid _____ (or Payment Plan _____)  The student has turned in all eligibility forms and paid his/her fee and is cleared to participate in practices, contests and performances</p> <p>_____  Athletic Office Signature Only    Date</p> <p><b>FALL SPORT:</b> _____  Physical _____ MSHSL Form _____ Fee Paid _____ (or Payment Plan _____)  The student has turned in all eligibility forms and paid his/her fee and is cleared to participate in practices, contests and performances</p> <p>_____  Athletic Office Signature Only    Date</p>
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